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## SECTION 1 - THE SCHEDULE Continuation/Addendum to SF-1449 RFP Number SIV10014Q0031 PRICES BLOCK 23

## 1.0 DESCRIPTION

The American Embassy in **Abidjan** requires preventive maintenance services for Cummins Generators. These services shall result in all systems being serviced under this agreement being in good operational condition when activated.

## 1.1. <u>TYPE OF CONTRACT</u>

This is a firm fixed price contract payable entirely in CFA Prices for all Contract Line Item Numbers (CLIN) shall include proper disposal of toxic substances as per EPA regulation where applicable. No additional sums will be payable for any escalation in the cost of materials, equipment or labor, or because of the contractor's failure to properly estimate or accurately predict the cost or difficulty of achieving the results required. The contract price will not be adjusted due to fluctuations in currency exchange rates.

## 1.2 REPAIR OPTION

Repairs are NOT included under this agreement and are to be done outside this contract. However, we would like to have current labor rates in the event that there is an issue discovered during the preventive maintenance of the specified equipment. Please provide your current labor rates in the Repair Option fields below. As stated any necessary repairs or parts will be submitted for approval and then billed against a separate PO. The Contractor is not approved to do any additional work without approval.

## 1.3 PERIOD OF PERFORMANCE

The contract will be for a period of one-year, with a maximum of four one-year optional periods of performance and will be expected to commence no later than November 2014

## 2.0 PRICING

The rates below include all costs associated with providing preventive maintenance services in accordance with the scope of work, and the manufacturer's warranty including materials, labor, insurance (see FAR 52.228-4 and 52.228-5), overhead, and profit.

2.1: Base Year. The Contract contract and continuing for a			shown bel	ow for the ba	ase period of the
CLIN Description	Quantity of Equipment	Frequency of services	No. of service	Unit price per year	Total
All Cummins Generator	3	Annual	1		
Total Base Year =					
2.2 First Option Year: To period of the contract and co		-		shown below	w for this option
CLIN Description	Quantity of Equipment	Frequency of services	No. of service	Unit price per year	Total
All Cummins Generator	3	Annual	1		
Total First Option Year	=				
2.3 Second Option Year: The period of the contract and co		-		shown below	v for this option
CLIN Description	Quantity of Equipment	Frequency of services	No. of service	Unit price per year	Total
All Cummins Generator	3	Annual	1		
Total Second Option Year	=				
2.4 Third Option Year: The period of the contract and co				shown below	for this option
CLIN Description	Quantity of Equipment	Frequency of services	No. of service	Unit price per year	Total
All Cummins Generator	3	Annual	1		
Total Third Option Year	=				

period of the contract and continuing for a period of 12 months. CLIN Description Quantity of Frequency No. of Unit price Total Equipment of services service per year All Cummins Generator 3 Annual 1 Total Fourth Option Year 26 Total for Base Year: Total for First Option Year: Total for Second Option Year: Total for Third Option Year:

2.5 Fourth Option Year: The Contractor shall provide the services shown below for this option

## 3.0 NOTICE TO PROCEED

Total for Fourth Option Year:

After Contract award and submission of acceptable insurance certificates and copies of all applicable licenses and permits, the Contracting Officer will issue a Notice to Proceed. The Notice to Proceed will establish a date (a minimum of ten (10) days from date of Contract award unless the Contractor agrees to an earlier date) on which performance shall start.

#### DESCRIPTION/SPECIFICATION/WORK STATEMENT

## 4.0 EQUIPMENT AND PERFORMANCE REQUIREMENTS

GRAND TOTAL:

The American Embassy in ABIDJAN requires the Contractor to maintain the following GENERATOR in a safe, reliable and efficient operating condition. Please see equipment list for a more detailed description.

- 4.1 The American Embassy in ABIDJAN requires the Contractor to maintain the following GENERATORS in a safe, reliable and efficient operating condition. Please see equipment list below for a more detailed description.
- 1) Generator N0 1: Cummins 1120DFLC-3893 –I030542482 50Hz 400v/230V 3PHASES -1400 KVA

- 2) Generator N0 2: Cummins 1120 DFLC -3893 I030542483 50Hz 400/230V 3 PHASES 1400 KVA
- 3) Generator N0 3: Cummins 275DFCB-3981 J030 552373 50Hz 400/230V 3 PHASES 347 KVA
- 4.2 The Contractor shall provide all necessary managerial, administrative and direct labor personnel, as well as all transportation, equipment, tools, supplies and materials required to perform inspection, maintenance, and component replacement as required to maintain the systems in accordance with this work statement. Under this Contract the Contractor shall provide:
- The services of trained and qualified technicians to inspect, adjust, and perform scheduled preventive maintenance; and provide consumable materials.

## 4.3. Performance Standards

The generators shall always be ready to provide emergency power during normal working hours in the event of City power failure. The Contractor shall schedule all preventive maintenance work with the site Facility Manager to avoid disrupting the business operation of the Embassy.

#### 5.0 HOURS OF PERFORMANCE

5.1. The Contractor shall maintain work schedules. The schedules shall take into consideration the hours that the staff can effectively perform their services without placing a burden on the security personnel of the Post. The Contractor shall deliver standard services between the hours of 7:30 AM and 5:00 PM Monday through Friday. No work shall be performed on US Government and local holidays (listed below).

New Year's Day	Mawlud
Birthday of Martin Luther King, Jr.	Easter Monday
President's Day	Labor Day – CI
Memorial Day	Ascension Day
Independence Day	Pentecost Monday
Labor Day	Night of Destiny
Columbus Day	End of Ramadan
Veterans Day	Independence – CI
Thanksgiving Day	Assumption Day
Christmas	Tabaski

## 6.0 SCHEDULED PREVENTIVE MAINTENANCE

#### General

The Contractor shall perform preventive maintenance as outlined in STATEMENT OF WORK. The objective of scheduled preventive maintenance is to eliminate system malfunction, breakdown and deterioration when units are activated/running.

The Contractor shall inventory, supply and replace expendable parts (@ filters, belts, hoses, gaskets) that have become worn down due to wear and tear. The Contractor shall maintain a supply of expendable and common parts on site so that these are readily available for normal maintenance to include: hoses, belts, oil, chemicals, coolant, filters (Air, Fuel, Oil), generator starting batteries, grease, sealant, thermostat, fuses; in addition to the appropriate tools, testing equipment, safety shoes and apparel for technicians, personal protective equipment (hands, hearing, eye protection), MSDS, cleaning material and oil spill containment kits. The contractor should inventory the supply after each visit and order replacement supplies and have the delivered to post.

Exclusion: This contract does NOT include repair of equipment and replacement of hardware (@ bearings, pistons, piston rings, crankshaft, and gears.) Hardware replacements will be separately priced out by the Contractor for the Government's approval and acceptance. The Government has the option to accept or reject the Contractor's quote for parts and reserves the right to obtain similar spare parts from other competitive sources. If required by the Government, the Contractor shall utilize Government-purchased spare parts, if awarded the work. Such repairs/replacements will be accomplished by a separate purchase order. However, this exclusion does not apply if the repair is to correct damage caused by Contractor negligence.

Replacement/repair of any electronic or electrical parts must be approved by the COR prior to installation of the part. If the Contractor proceeds to replace any electronic or electrical parts without COR approval, the Contractor shall de-install the parts at no cost to the Government.

## Checklist Approval

The Contractor shall submit to the COR a schedule and description of preventive maintenance tasks which the Contractor plans to provide. The Contractor shall prepare this schedule and task description in a checklist format for the COR's approval prior to contract work commencement.

The Contractor shall provide trained technicians to perform the service at frequencies stated in Exhibit A and on the equipment called out in this SOW. The technician shall sign off on every item of the checklist and leave a copy of this signed checklist with the COR or the COR's designate after the maintenance visit.

It is the responsibility of the Contractor to perform all manufacturers' recommended preventive maintenance as well as preventive maintenance recommended by the manufacture technical manuals for the respective equipment.

## 7.0 PERSONNEL, TOOLS, CONSUMABLE MATERIALS AND SUPPLIES

The Contractor shall provide trained technicians with the appropriate tools and testing equipment for scheduled maintenance, safety inspection, and safety testing as required by this Contract. The Contractor shall provide all of the necessary materials and supplies to maintain, service, inspect and test all the systems to be maintained.

- 7.1 <u>Contractor furnished materials</u> will include but not limited to appropriate tools, testing equipment, safety shoes and apparel for technicians, hands, hearing and eye protection, MSDS, cleaning material and oil spill containment kit. Expendable/consumable items (e.g. hoses, belts, oil, chemicals, coolant, filters (Air, Fuel, Oil), generator starting batteries, grease, sealant, thermostat, fuse), will be maintained in the onsite inventory.
- 8.3 Repairs. Repairs are not included in this contract.
- 8.4. <u>Disposal of used oil, fuel, battery and other toxic substances</u>. The Contractor is responsible for proper disposal of toxic/hazardous substances. All material shall be disposed of according to Government and Local law. After proper disposal the contractor must show proof of authorized disposal of these toxic/hazardous substances.

#### 9.0 STATEMENT OF WORK

#### GENERAL INFORMATION:

The United States Embassy in ABIDJAN requires services, to perform preventive maintenance services of the facility's emergency generator systems.

## 9.1 PROJECT REQUIREMENTS:

DESCRIPTION OF EQUIPMENT: The American Embassy in ABIDJAN requires the Contractor to maintain the following GENERATORS in a safe, reliable and efficient operating condition. Please see equipment list included in Exhibit A for a more detailed description.

- 1) Generator N0 1: Cummins 1120DFLC-3893 –I030542482 50Hz 400v/230V 3PHASES -1400 KVA
- 2) Generator N0 2: Cummins 1120 DFLC -3893 I030542483 50Hz 400/230V 3 PHASES 1400 KVA
- 3) Generator N0 3: Cummins 275DFCB-3981 J030 552373 50Hz 400/230V 3 PHASES 347 KVA

## 9.2 GENERAL REQUIREMENTS:

The Contractor under this SOW will be responsible for labor and materials required to carry out all preventive maintenance as outlined in this SOW. Embassy staff has service manuals for all Generators and ATS's on-site.

#### 9.3 SCOPE OF WORK - - GENERATOR PREVENTIVE MAINTENANCE

Contractor shall provide all materials, supervision, labor, tools and equipment to perform preventive maintenance. All personnel working in the vicinity shall wear and /or use safety protection while all work is performed. Any questions or injuries shall be brought to the attention of the Post Occupation Safety and Health Officer (POSHO). Material Safety Data Sheets (MSDS) shall be provided by the Contractor for all HAZMAT materials. Copies will be provided to the COR for approval.

- 9.4 If any discrepancies are found with the generator system that are not covered under this scope of work then the contractor must provide the following:
- 1. Detailed report noting the discrepancy found.
- 2. Bill of Materials (BOM) to include component name, quantity, part #, and price for any repair material required and material lead time.
- 3. Price quote for repair labor.

At a minimum, the following work must be done:

### A. Semi-Annual Schedule

- 1. Conduct visual check around the generator.
- 2. Check the battery's liquids specific gravity, do battery load test, add battery liquid if necessary.
- 3. Clean battery terminals and lugs (apply grease on terminal connections).
- 4. Check and adjust tension on all V and fan belts, as required.
- 5. Check all V and fan belts, make sure there are no hair cracks on the belts, replace as needed.
- 6. Check fuel tanks to make sure full and treat the fuel as needed.
- 7. Open fuel filter drain cocks. Drain water and sediment.
- 8. Check the fuel day tank, drain the water separator filter. Drain water and sediment.
- 9. Drain condensate from exhaust condensate trap.
- 10. Turn off the generator circuit breaker and run the generator unloaded for 15 minutes. Check the generator for unusual conditions, such as: excessive vibration, excessive black or white smoke. The following indicators also need to be checked while the generator is running: oil pressure gauge, water temperature gauge, fuel pressure gauge, RPM indicator, volts; amps; and frequency indicators. Verify all in normal condition.
- 11. Start unit and run under load for 1 hour.
- 12. Read and record all gauges/meters (adjust/calibrate as required)
- 13. Check exhaust for excessive black or white smoke. (See manufacture's manual)
- 14. Check turbocharger for vibrations, check for any abnormal noise during operation.
- 15. Check air box drain tubes for excess fuel or oil blow-by.
- 16. Check generator bearing for noise and overheating. Check to ensure proper oil flow in sight glass.
- 17. Check exhaust manifold, muffler, and piping for leaks and secure mountings
- 18. Check fuel day tank for overheating.
- 19. Check engine fuel pressure gauge (replace secondary filter if below 45 PSI).
- 20. Check fuel pressure gage. If red, change fuel filter.
- 21. Check ATS operations and calibrate TDES, TDNE, TDEN, and TDEC if necessary. Reset test switch. Observe and record retransfer/cool down time.
- 22. Perform any additional maintenance tasks as recommended in the manufacture's operation and maintenance manuals.
- 23. Test engine auto-shutdown components.
- 24. Change the fuel filters, if differential is 15 PSI or 105 kappa.
- 25. Clean air filter element.

- 26. Check and clean air box drain tubes and canisters.
- 27. Clean fuel filters and elements. (can type refill with clean fuel oil)
- 28. Clean and lubricate linkage and end bearings.
- 29. Inspect all fuel, oil, and water piping for secure mounting.
- 30. Inspect exhaust piping and muffler insulation.
- 31. Check all indication lights, replace any defective bulbs.
- 32. Perform any additional maintenance tasks that may be recommended in the manufacture's operations and maintenance manuals.
- 33. With the engine running and the generator circuit breaker open:
- a. Jumper water temperature switch
- b. Jumper oil pressure switch
- c. Jumper over-speed switch Each time the switch is "jumpered," the engine should stop and the corresponding failure lamp should illuminate. Reset the shutdown mechanisms after each test.
- 34. Simulate and check all the alarm codes at the Remote Annunciator panel.
- 35. Check and clean Remote Start panel.
- 36. Inspect and test runs the Genset remotely.
- 37. Fill out maintenance checklist and report deficiencies.
- 38. Submit Service Inspection and Test Report.

#### B. Annual Schedule:

- 1. Repeat all check items in the Semi-Annual schedule.
- 2. Inspect engine and generator wiring harness for wear and damages.
- 3. Inspect supports and spring isolators for soundness and stability.
- 4. Inspect unit thoroughly for loose fasteners.
- 5. Test and operate mechanical emergency shut off controls.
- 6. Clean radiator air passages and exhaust air ducts.
- 7. Clean intake louvers and ducts.
- 8. Check automatic open and close shutter-stats and thermatic fans.
- 9. Inspect unit for corrosion. Remove any corrosion, prime and paint.
- 10. Fill out maintenance checklist and report deficiencies.
- 11. Perform any additional maintenance tasks that may be recommended in the manufacture's operations and maintenance manuals.
- 12. Conduct a load bank test using a remote load bank to operate the diesel generator at 80% of rated capacity for 4-hours, to be performed prior to the annual oil change. After approximately one hour, record the readings of all gauges: oil pressure, fuel pressure, oil meter, engine jacket water temperature, exhaust temperature (if equipped), and manifold vacuum (if equipped). Engine slobbering can occur if the load testing is not conducted. Load test report shall be submitted to the COR.
- 13. Change oil and oil filter. (Must be changed every 250 hours or annually).
- 14. Replace the V and fan belts; tighten the belts with proper tension.
- 15. Replace all fuel filters and record differential pressure to start a baseline.
- 16. Replace air filters.
- 17. Check and inspect fuel diesel day tank.
- 18. Obtain fuel sample at day tank and storage tank for analysis.

- 19. Clean dust and vacuum all the controls, meters, switching mechanism components, interior busywork, and connecting lugs of the ATS, Remote Start control panel, Annunciator and AMF.
- 20. Inspect/Check busywork and supporting hardware for carbon tracking, cracks, corrosion, or any type of deterioration.
- 21. Check stationary and movable contacts.
- 22. Check system hardware, control wirings and power cables for loose connections.
- 23. Check all control wiring and power cables (especially wiring between or near hinged door) for sign of wear and deterioration.
- 24. Check the cabinet interior for loose hardware.
- 25. Service or replace the batteries in the Digital Module every two years. (as applicable)
- 26. Perform any additional maintenance tasks as recommended in the manufacture's operation and maintenance manuals.
- 27. Submit service inspection and testing report.
- B. 2 Year Check Schedule:
- 1. Conduct the Semi-annual and Annual PM Service.
- 2. Clean, flush, and recharge the coolant system.
- 3. Inspect water pump and seals; replace any worn or defective parts.
- 4. Clean and inspect the oil cooler.
- 5. Clean and inspect the after cooler.
- C. 3 Year Check Schedule:
- 1. Conduct the Semi-annual and Annual PM Service.
- 2. Replace all hoses.
- 3. Conduct all checks under the "every 3 years: before starting the engine."
- 4. Conduct all checks under the "every 3 years: with engine running."
- 5. Conduct all checks under the "every 3 years: after stopping the engine."
- 6. Replace all batteries every three years or as required.
  - Every Three Years: Before Starting the Engine
- Preventive maintenance for Standby generator sets to be performed by an authorized mechanic.
- Generator Check for moisture, dust, oil, grease, and debris on main stator windings, exciter, and PMG clean as needed.
- Cooling System Drain, clean and flush. Replace thermostat(s). Refill with coolant solution and conditioner.
- Hoses and Belts Replace; It is recommended that all hoses and belts be replaced at this
  time to minimize downtime and additional repair cost of component failures caused by
  these items.

- Batteries Replace all generator starting batteries at this interval.
- Turbocharger Inspect/Check; Inspect for proper operation. Check the end play and radial clearance on the turbine wheel and shaft.
- Engine Perform a complete engine adjustment and tune-up.
- Generator Bearing Inspect generator bearing and brackets. Lubricate generator bearing; refer to Generator Service Manual.
  - Every Three Years: With Engine Running
- Start the Engine Operate the engine and check all gauges, oil pressure, fuel pressure, rpm (frequency), generated voltage and engine jacket water temperature for correct readings.
- Engine Crankcase Check the oil level. Maintain the oil level between the ADD and FULL marks on the "Engine Running" side of the dipstick.
- Generator Air Inlet Filter (If Equipped) If differential pressure exceeds 06 inches of water, stop the engine and clean the elements by soaking in hot water with detergent. Rinse with clear water. Recharge the elements with a thin layer of light weight machine oil (WD-40 or equivalent).
- Exhaust System Check for leaks. Repair or replace defective components with engine stopped.
- Leaks and Noises Check for leaks and unusual noises. NOTE: Engine must be stopped before making necessary repair.
- Main Stator Winding Temperature (if equipped with winding defectors) Check and record main stator winding temperatures with engine under load. NOTE: Nominal temperature values for stand by units are 1800C (3560F) for the alarm and 2050C (4010F) for the shutdown.
- Bearing Bracket Temperature (If Equipped) Check and record all bearing bracket temperatures with the engine under a load. NOTE: Nominal temperature values for the bearing bracket are 850C (1850F) for the alarm and 950C (2030F) for the shutdown.
  - Every Three Years: After Stopping the Engine
- Walk-Around Inspection Repair or adjust. Make repairs or adjustments to the engine and generator set as necessary. Report any malfunction and make necessary repairs.
- Scheduled Oil Sampling (S•O•S) Obtain sample for analysis.

- Engine Oil and Filter(s) Change oil. Replace filter(s), cut old filter open and inspect for foreign material.
- Coolant Analysis Obtain sample for analysis.
- Fuel Tank Level Check the fuel level; refill if below ¾ full.
- Diesel Fuel Oil Obtain sample for analysis.
- Battery Charger Record charging amperage reading.
- Automatic Transfer Switches Check that all switches are in proper position for automatic start.
- Laboratory report for all chemicals shall be submitted to the COR.
- Contractor must submit to the Contracting Officer's Representative (COR) for review, work sheet/checklist that will be used for performing maintenance service.
- COR must immediately be made aware of any condition discovered that could result in equipment failure.
- Test and inspection report shall be submitted to the COR within three days of completing work.

## 10. DELIVERABLES

The following items shall be delivered under this contract:

Description	QTY	Delivery Date	Deliver to
Names, biographic data, police clearance	1	5 days after contract award	COR
on Contractor personnel (#6.2)			
Certificate of Insurance (#10.2)	1	10 days after contract award	CO
Certification of disposal of toxic	1	After each change	CO
chemicals by local authorities (#8.4)			
Checklist signed by Contractor's	1	After completion of each	COR
employee (#7.2.1)		maintenance service	
Load Bank Test Report (#9.0)	3	After completion of each 3	COR
		year service	
Invoice (#15)	1	After completion of each	COR
		maintenance service	

## 11.0 INSURANCE REQUIREMENTS

11.1 <u>Personal Injury, Property Loss or Damage (Liability)</u>. The Contractor assumes absolute responsibility and liability for any and all personal injuries or death and property damage or losses suffered due to negligence of the Contractor's personnel in the performance of this Contract

The Contractor's assumption of absolute liability is independent of any insurance policies.

11.2 <u>Insurance</u>. The Contractor, at its own expense, shall provide and maintain during the entire period of performance of this Contract, whatever insurance is legally necessary. The **Contractor shall carry the following minimum insurance:** 

### **Public Liability Insurance**

Bodily Injury	\$20,000	per occurrence	\$50,000	Cumulative
Property Damage	\$500,000	per occurrence	\$1,000,000	Cumulative

## Workers' Compensation and Employer's Liability

11.3 Worker's Compensation Insurance. The Contractor agrees to provide all employees with worker's compensation benefits as required under local laws (see FAR 52.228-4 "Worker's Compensation and War-Hazard Insurance Overseas").

## 12.0 LOCAL LAW REGISTRATION

If the local law or decree requires that one or both parties to the contract register the contract with the designated authorities to insure compliance with this law or decree, the entire burden of this registration shall rest upon the Contractor. Any local or other taxes which may be assessed against the Contract shall be payable by the Contractor without Government reimbursement.

### 13.0 QUALITY ASSURANCE PLAN (QAP).

13.1 <u>Plan</u>. This plan is designed to provide an effective surveillance method to promote effective Contractor performance. The QAP provides a method for the Contracting Officer's Representative (COR) to monitor Contractor performance, advise the Contractor of unsatisfactory performance, and notify the Contracting Officer of continued unsatisfactory performance. The Contractor, not the Government, is responsible for management and quality control to meet the terms of the Contract. The role of the Government is to conduct quality assurance to ensure that Contract standards are achieved.

Performance Objective	PWS Para	Performance Threshold
Services.	1 thru 12	All required services are
Performs all services set forth in the		performed and no more than one
performance work statement (PWS)		(1) customer complaint is
		received per month

- 13.2 Surveillance. The COR will receive and document all complaints from Government personnel regarding the services provided. If appropriate, the COR will send the complaints to the Contractor for corrective action
- 13.3 Standard. The performance standard is that the Government receives no more than one (1) customer complaint per month. The COR shall notify the Contracting Officer of the complaints so that the Contracting Officer may take appropriate action to enforce the inspection clause (FAR 52.212-4, Contract Terms and Conditions-Commercial Items), if any of the services exceed the standard.
- 13.4. Procedures.
- 13.4.1 If any Government personnel observe unacceptable services, either incomplete work or required services not being performed, they should immediately contact the COR.
- 13.4.2 The COR will complete appropriate documentation to record the complaint.
- 13.4.3 If the COR determines the complaint is invalid, the COR will advise the complainant. The COR will retain the annotated copy of the written complaint for his/her files.
- 13.4.4 If the COR determines the complaint is valid, the COR will inform the Contractor and give the Contractor additional time to correct the defect, if additional time is available. The COR shall determine how much time is reasonable.
- 13.4.5 The COR shall, as a minimum, orally notify the Contractor of any valid complaints.
- 13.4.6 If the Contractor disagrees with the complaint after investigation of the site and challenges the validity of the complaint, the Contractor will notify the COR. The COR will review the matter to determine the validity of the complaint.
- 13.4.7 The COR will consider complaints as resolved unless notified otherwise by the complainant.
- 13.4.8. Repeat customer complaints are not permitted for any services. If a repeat customer complaint is received for the same deficiency during the service period, the COR will contact the Contracting Officer for appropriate action under the Inspection clause.

## 14. TRANSITION PLAN/CONTACTS

Within five (5) days after contract award, the Contracting Officer may ask the contractor to develop a plan for preparing the contractor to assume all responsibilities for preventive maintenance services. The plan shall establish the projected period for completion of all clearances of contractor personnel, and the projected start date for performance of all services required under this contract. The plan shall assign priority to the selection of all supervisors to be used under the contract.

14.1 On site contact. The following are the designated contact personnel between the US Embassy and the Contractor

-Facility Manager: Charlie Pregrossi

TEL: 2249 4000 pergrossiC@state.gov

-Technical Specialist: ABOULAYE BEN KEITA

TEL: 2249 4000 keitaAB@state.gov

## 15. <u>SUBMISSION OF INVOICES</u>

The Contractor shall submit an invoice after each preventive maintenance service has been performed. Invoices must be accompanied by a signed copy of the Maintenance Checklist for the work performed including parts replacement and break down calls, if any. No invoice for preventive maintenance services will be considered for payment unless accompanied by the relevant documentation.

The Contractor should expect payment in 30 days after completion of service or 30 days after receipt of invoice at the Embassy's payment office, whichever is later. Invoices shall be sent to: Budget and Finance Officer, American Embassy, Abidjan if hand carry and by electronic to Abidjan FMOinvoices@state.gov

#### **SECTION 2 - CONTRACT CLAUSES**

FAR 52.212-4 CONTRACT TERMS AND CONDITIONS – COMMERICAL ITEMS (SEPT 2013), is incorporated by reference. (See SF-1449, block 27a).

# 52.212-5 Contract Terms and Conditions Required to Implement Statutes or Executive Orders—Commercial Items (JAN 2014)

- (a) The Contractor shall comply with the following Federal Acquisition Regulation (FAR) clauses, which are incorporated in this contract by reference, to implement provisions of law or Executive orders applicable to acquisitions of commercial items:
  - (1) 52.222-50, Combating Trafficking in Persons (Feb 2009) (<u>22 U.S.C. 7104(g</u>)). Alternate I (Aug 2007) of 52.222-50 (<u>22 U.S.C. 7104(g</u>)).
    - (2) 52.233-3, Protest After Award (Aug 1996) (31 U.S.C. 3553).
- (3) 52.233-4, Applicable Law for Breach of Contract Claim (OCT 2004) (Pub. L. 108-77, 108-78).
- (b) The Contractor shall comply with the FAR clauses in this paragraph (b) that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items:
- \_X\_ (1) 52.203-6, Restrictions on Subcontractor Sales to the Government (Sept 2006), with Alternate I (Oct 1995) (41 U.S.C. 253g and 10 U.S.C. 2402).
- \_\_ (2) 52.203-13, Contractor Code of Business Ethics and Conduct (Apr 2010) (Pub. L. 110-252, Title VI, Chapter 1 (41 U.S.C. 251 note)).
- \_\_ (3) 52.203-15, Whistleblower Protections under the American Recovery and Reinvestment Act of 2009 (June 2010) (Section 1553 of Pub. L. 111-5). (Applies to contracts funded by the American Recovery and Reinvestment Act of 2009.)
- \_X\_ (4) 52.204-10, Reporting Executive Compensation and First-Tier Subcontract Awards (Feb 2012) (Pub. L. 109-282) (31 U.S.C. 6101 note).
- \_\_ (5) 52.204-11, American Recovery and Reinvestment Act—Reporting Requirements (Jul 2010) (Pub. L. 111-5).
- \_\_ (6) 52.209-6, Protecting the Government's Interest When Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment. (Dec 2010) (31 U.S.C. 6101 note).
- \_\_ (7) 52.209-9, Updates of Publicly Available Information Regarding Responsibility Matters (Feb 2012) (41 U.S.C. 2313).
- \_\_\_ (8) 52.209-10, Prohibition on Contracting with Inverted Domestic Corporations (May 2012) (section 738 of Division C of Pub. L. 112-74, section 740 of Division C of Pub. L. 111-117, section 743 of Division D of Pub. L. 111-8, and section 745 of Division D of Pub. L. 110-161).

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(9) 52.219-3, Notice of HUB Zone Set-Aside or Sole-Source Award (Nov 2011)
(15 U.S.C. 657a).
    (10) 52.219-4, Notice of Price Evaluation Preference for HUBZone Small Business
Concerns (JAN 2011) (if the offeror elects to waive the preference, it shall so indicate in its offer)
(15 U.S.C. 657a).
    __(11) [Reserved]
    __ (12)(i) 52.219-6, Notice of Total Small Business Set-Aside (Nov 2011) (<u>15 U.S.C. 644</u>).
      __ (ii) Alternate I (Nov 2011).
       (iii) Alternate II (Nov 2011).
     (13)(i) 52.219-7, Notice of Partial Small Business Set-Aside (June 2003)
(15 U.S.C. 644).
      __(ii) Alternate I (Oct 1995) of 52.219-7.
      __ (iii) Alternate II (Mar 2004) of 52.219-7.
    (14) 52.219-8, Utilization of Small Business Concerns (Jan 2011) (15 U.S.C. 637(d)(2)
and (3)).
    __ (15)(i) 52.219-9, Small Business Subcontracting Plan (Jan 2011) (<u>15 U.S.C.</u> 637(d)(4)).
      __ (ii) Alternate I (Oct 2001) of 52.219-9.
      __(iii) Alternate II (Oct 2001) of 52.219-9.
       (iv) Alternate III (Jul 2010) of 52.219-9.
    __ (16) 52.219-13, Notice of Set-Aside of Orders (Nov 2011)(<u>15 U.S.C. 644(r)</u>).
    (17) 52.219-14, Limitations on Subcontracting (Nov 2011) (15 U.S.C. 637(a)(14)).
    (18) 52.219-16, Liquidated Damages—Subcontracting Plan (Jan 1999) (15 U.S.C.
637(d)(4)(F)(i).
    (19)(i) 52.219-23, Notice of Price Evaluation Adjustment for Small Disadvantaged
Business Concerns (OCT 2008) (10 U.S.C. 2323) (if the offeror elects to waive the adjustment, it
shall so indicate in its offer).
       (ii) Alternate I (June 2003) of 52.219-23.
    (20) 52.219-25, Small Disadvantaged Business Participation Program—Disadvantaged
Status and Reporting (Dec 2010) (Pub. L. 103-355, section 7102, and 10 U.S.C. 2323).
     (21) 52.219-26, Small Disadvantaged Business Participation Program—
Incentive Subcontracting (Oct 2000) (Pub. L. 103-355, section 7102, and 10 U.S.C. 2323).
     (22) 52.219-27, Notice of Service-Disabled Veteran-Owned Small Business Set-Aside
(Nov 2011) (15 U.S.C. 657 f).
    (23) 52.219-28, Post Award Small Business Program Representation (Apr 2012)
(15 U.S.C. 632(a)(2)).
     (24) 52.219-29, Notice of Set-Aside for Economically Disadvantaged Women-Owned
Small Business (EDWOSB) Concerns (Apr 2012) (15 U.S.C. 637(m)).
     (25) 52.219-30, Notice of Set-Aside for Women-Owned Small Business (WOSB)
Concerns Eligible Under the WOSB Program (Apr 2012) (15 U.S.C. 637(m)).
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\_\_ (26) 52.222-3, Convict Labor (June 2003) (E.O. 11755). (27) 52.222-19, Child Labor—Cooperation with Authorities and Remedies (Mar 2012) (E.O. 13126). (28) 52.222-21, Prohibition of Segregated Facilities (Feb 1999). (29) 52.222-26, Equal Opportunity (Mar 2007) (E.O. 11246). \_\_ (30) 52.222-35, Equal Opportunity for Veterans (Sep 2010)(<u>38 U.S.C. 4212</u>). (31) 52.222-36, Affirmative Action for Workers with Disabilities (Oct 2010) (29 U.S.C. 793). (32) 52.222-37, Employment Reports on Veterans (SEP 2010) (38 U.S.C. 4212). (33) 52.222-40, Notification of Employee Rights Under the National Labor Relations Act (Dec 2010) (E.O. 13496). (34) 52.222-54, Employment Eligibility Verification (JAN 2009). (Executive Order 12989). (Not applicable to the acquisition of commercially available off-the-shelf items or certain other types of commercial items as prescribed in 22.1803.) (35)(i) 52.223-9, Estimate of Percentage of Recovered Material Content for EPA-Designated Items (May 2008) (42 U.S.C. 6962(c)(3)(A)(ii)). (Not applicable to the acquisition of commercially available off-the-shelf items.) (ii) Alternate I (May 2008) of 52.223-9 (42 U.S.C. 6962(i)(2)(C)). (Not applicable to the acquisition of commercially available off-the-shelf items.) (36) 52.223-15, Energy Efficiency in Energy-Consuming Products (DEC 2007) (42) U.S.C. 8259b). (37)(i) 52.223-16, IEEE 1680 Standard for the Environmental Assessment of Personal Computer Products (DEC 2007) (E.O. 13423). (ii) Alternate I (DEC 2007) of 52.223-16. X (38) 52.223-18, Encouraging Contractor Policies to Ban Text Messaging While Driving (Aug 2011) (E.O. 13513). \_\_(39) 52.225-1, Buy American Act—Supplies (Feb 2009) (41 U.S.C. 10a-10d). (40)(i) 52.225-3, Buy American Act—Free Trade Agreements—Israeli Trade Act (May 2012) (41 U.S.C. chapter 83, 19 U.S.C. 3301 note, 19 U.S.C. 2112 note, 19 U.S.C. 3805 note, 19 U.S.C. 4001 note, Pub. L. 103-182, 108-77, 108-78, 108-286, 108-302, 109-53, 109-169, 109-283, 110-138, 112-41, and 112-42). \_\_ (ii) Alternate I (Mar 2012) of 52.225-3. \_\_ (iii) Alternate II (Mar 2012) of 52.225-3. \_\_ (iv) Alternate III (Mar 2012) of 52.225-3. (41) 52.225-5, Trade Agreements (MAY 2012) (19 U.S.C. 2501, et seq., 19 U.S.C. 3301 note). X (42) 52.225-13, Restrictions on Certain Foreign Purchases (June 2008) (E.O.'s, proclamations, and statutes administered by the Office of Foreign Assets Control of the

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Department of the Treasury).

(43) 52.226-4, Notice of Disaster or Emergency Area Set-Aside (Nov 2007) (42 U.S.C. 5150). (44) 52.226-5, Restrictions on Subcontracting Outside Disaster or Emergency Area (Nov 2007) (42 U.S.C. 5150). X (45) 52.232-29, Terms for Financing of Purchases of Commercial Items (Feb 2002) (41 U.S.C. 255(f), 10 U.S.C. 2307(f)). (46) 52.232-30, Installment Payments for Commercial Items (Oct 1995) (41 U.S.C. 255(f), 10 U.S.C. 2307(f)). (47) 52.232-33, Payment by Electronic Funds Transfer—Central Contractor Registration (Oct 2003) (31 U.S.C. 3332). X (48) 52.232-34, Payment by Electronic Funds Transfer—Other than Central Contractor Registration (May 1999) (31 U.S.C. 3332). \_\_ (49) 52.232-36, Payment by Third Party (Feb 2010) (31 U.S.C. 3332). (50) 52.239-1, Privacy or Security Safeguards (Aug 1996) (<u>5 U.S.C. 552a</u>). (51)(i) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (Feb 2006) (46 U.S.C. Appx. 1241(b) and 10 U.S.C. 2631). (ii) Alternate I (Apr 2003) of 52.247-64. (c) The Contractor shall comply with the FAR clauses in this paragraph (c), applicable to commercial services, that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items: \_\_(1) 52.222-41, Service Contract Act of 1965 (Nov 2007) (41 U.S.C. 351, et seq.). (2) 52.222-42, Statement of Equivalent Rates for Federal Hires (May 1989) (29 U.S.C. 206 and 41 U.S.C. 351, et seq.). (3) 52.222-43, Fair Labor Standards Act and Service Contract Act—Price Adjustment (Multiple Year and Option Contracts) (Sep 2009) (29 U.S.C. 206 and 41 U.S.C. 351, et seq.). (4) 52.222-44, Fair Labor Standards Act and Service Contract Act—Price Adjustment (Sep 2009) (29 U.S.C. 206 and 41 U.S.C. 351, et seq.). (5) 52.222-51, Exemption from Application of the Service Contract Act to Contracts for Maintenance, Calibration, or Repair of Certain Equipment—Requirements (Nov 2007) (41 351, et seq.). (6) <u>52.222-53</u>, Exemption from Application of the Service Contract Act to Contracts for Certain Services—Requirements (Feb 2009) (41 U.S.C. 351, et seq.). \_\_ (7) <u>52.226-6</u>, Promoting Excess Food Donation to Nonprofit Organizations (Mar 2009) (Pub. L. 110-247).

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(d) Comptroller General Examination of Record. The Contractor shall comply with the provisions of this paragraph (d) if this contract was awarded using other than sealed bid, is in

(8) 52.237-11, Accepting and Dispensing of \$1 Coin (Sept 2008) (31 U.S.C. 5112(p)(1)).

excess of the simplified acquisition threshold, and does not contain the clause at <u>52.215-2</u>, Audit and Records—Negotiation.

- (1) The Comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to and right to examine any of the Contractor's directly pertinent records involving transactions related to this contract.
- (2) The Contractor shall make available at its offices at all reasonable times the records, materials, and other evidence for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in FAR <u>Subpart 4.7</u>, Contractor Records Retention, of the other clauses of this contract. If this contract is completely or partially terminated, the records relating to the work terminated shall be made available for 3 years after any resulting final termination settlement. Records relating to appeals under the disputes clause or to litigation or the settlement of claims arising under or relating to this contract shall be made available until such appeals, litigation, or claims are finally resolved.
- (3) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of type and regardless of form. This does not require the Contractor to create or maintain any record that the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.
- (e)(1) Notwithstanding the requirements of the clauses in paragraphs (a), (b), (c), and (d) of this clause, the Contractor is not required to flow down any FAR clause, other than those in this paragraph (e)(1) in a subcontract for commercial items. Unless otherwise indicated below, the extent of the flow down shall be as required by the clause—
- (i) <u>52.203-13</u>, Contractor Code of Business Ethics and Conduct (Apr 2010) (Pub. L. 110-252, Title VI, Chapter 1 (<u>41 U.S.C. 251 note</u>)).
- (ii) <u>52.219-8</u>, Utilization of Small Business Concerns (Dec 2010) (<u>15 U.S.C. 637(d)(2</u>) and (3)), in all subcontracts that offer further subcontracting opportunities. If the subcontract (except subcontracts to small business concerns) exceeds \$650,000 (\$1.5 million for construction of any public facility), the subcontractor must include <u>52.219-8</u> in lower tier subcontracts that offer subcontracting opportunities.
  - (iii) [Reserved]
  - (iv) <u>52.222-26</u>, Equal Opportunity (Mar 2007) (E.O. 11246).
  - (v) <u>52.222-35</u>, Equal Opportunity for Veterans (Sep 2010) (<u>38 U.S.C. 4212</u>).
- (vi) <u>52.222-36</u>, Affirmative Action for Workers with Disabilities (Oct 2010) (29 U.S.C. 793).
- (vii) <u>52.222-40</u>, Notification of Employee Rights Under the National Labor Relations Act (Dec 2010) (E.O. 13496). Flow down required in accordance with paragraph (f) of FAR clause 52.222-40.
  - (viii) <u>52.222-41</u>, Service Contract Act of 1965 (Nov 2007) (<u>41 U.S.C. 351</u>, et seq.).
  - (ix) <u>52.222-50</u>, Combating Trafficking in Persons (Feb 2009) (<u>22 U.S.C. 7104(g)</u>).

Alternate I (Aug 2007) of <u>52.222-50</u> (<u>22 U.S.C. 7104(g)</u>).

- (x) <u>52.222-51</u>, Exemption from Application of the Service Contract Act to Contracts for Maintenance, Calibration, or Repair of Certain Equipment-Requirements (Nov 2007) (<u>41 U.S.C.</u> <u>351</u>, *et seq.*).
- (xi) <u>52.222-53</u>, Exemption from Application of the Service Contract Act to Contracts for Certain Services-Requirements (Feb 2009) (41 U.S.C. 351, *et seq.*).
  - (xii) <u>52.222-54</u>, Employment Eligibility Verification (JAN 2009).
- (xiii) <u>52.226-6</u>, Promoting Excess Food Donation to Nonprofit Organizations (Mar 2009) (Pub. L. 110-247). Flow down required in accordance with paragraph (e) of FAR clause <u>52.226-6</u>.
- (xiv) <u>52.247-64</u>, Preference for Privately Owned U.S.-Flag Commercial Vessels (Feb 2006) (<u>46 U.S.C. Appx. 1241(b)</u> and <u>10 U.S.C. 2631</u>). Flow down required in accordance with paragraph (d) of FAR clause <u>52.247-64</u>.
- (2) While not required, the contractor may include in its subcontracts for commercial items a minimal number of additional clauses necessary to satisfy its contractual obligations.

(End of clause)

## ADDENDUM TO CONTRACT CLAUSES FAR AND DOSAR CLAUSES NOT PRESCRIBED IN PART 12

## 52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at:

http://www.acquisition.gov/far/ or, http://farsite.hill.af.mil/vffara.htm

These addresses are subject to change. You may also use an internet "search engine" (for example Google, Yahoo, Excite) to obtain the latest location of the most current FAR.

The following Federal Acquisition Regulation clauses are incorporated by reference:

<u>CLAUSE</u>	TITLE AND DATE
52.204-9	PERSONAL IDENTITY VERIFICATION OF CONTRACTOR PERSONNEL (JAN 2011)
52.204-12	DATA UNIVERSAL NUMBERING SYSTEM NUMBER MAINTENANCE (DEC 2012)
52.204-13	SYSTEM FOR AWARD MANAGEMENT MAINTENANCE (JULY 2013)

52.225-14	INCONSISTENCY BETWEEN ENGLISH VERSION AND TRANSLATION OF CONTRACT (FEB 2000)
52.228-4	WORKER'S COMPENSATION AND WAR-HAZARD INSURANCE OVERSEAS (APR 1984)
52.228-5	INSURANCE - WORK ON A GOVERNMENT INSTALLATION (JAN 1997)
52.229-6	FOREIGN FIXED PRICE CONTRACTS (FEB 2013)
52.232-39	UNENFORCEABILITY OF UNAUTHORIZED OBLIGATIONS (JUNE 2013

The following FAR clauses are provided in full text:

### 52.217-8 OPTION TO EXTEND SERVICES (NOV 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within the performance period of the contract.

## 52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000)

- (a) The Government may extend the term of this contract by written notice to the Contractor within the performance period of the contract or within 30 days after funds for the option year become available, whichever is later.
- (b) If the Government exercises this option, the extended contract shall be considered to include this option clause.
- (c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 5 years.

## 52.232-19 AVAILABILITY OF FUNDS FOR THE NEXT FISCAL YEAR (APR 1984)

Funds are not presently available for performance under this contract beyond September 30. The Government's obligation for performance of this contract beyond that date is contingent upon the availability of appropriated funds from which payment for contract purposes can be made. No legal liability on the part of the Government for any payment may arise for performance under this contract beyond September 30, until funds are made available to the Contracting Officer for performance and until the Contractor receives notice of availability, to be confirmed in writing by the Contracting Officer.

52.232-99 Providing Accelerated Payment to Small Business Subcontractors (DEVIATION) (AUG 2012)

This clause implements the temporary policy provided by OMB Policy Memorandum M-12-16 Providing Prompt Payment to Small Business Subcontractors, dated July 11, 2012.

- (a) Upon receipt of accelerated payments from the Government, the Contractor is required to make accelerated payments to small business subcontractors to the maximum extent practicable after receipt of a proper invoice and all proper documentation from the small business subcontractor.
- (b) Include the substance of this clause, including this paragraph (b), in all subcontracts with small business concerns.
- (c) The acceleration of payments under this clause does not provide any new rights under the Prompt Payment Act.

The following DOSAR clauses are provided in full text:

# 652.204-70 DEPARTMENT OF STATE PERSONAL IDENTIFICATION CARD ISSUANCE (MAY 2011)

- (a) The Contractor shall comply with the Department of State (DOS) Personal Identification Card Issuance Procedures for all employees performing under this contract who require frequent and continuing access to DOS facilities, or information systems. The Contractor shall insert this clause in all subcontracts when the subcontractor's employees will require frequent and continuing access to DOS facilities, or information systems.
- (b) The DOS Personal Identification Card Issuance Procedures may be accessed at <a href="http://www.state.gov/m/ds/rls/rpt/c21664.htm">http://www.state.gov/m/ds/rls/rpt/c21664.htm</a>.

(End of clause)

## CONTRACTOR IDENTIFICATION (JULY 2008)

Contract performance may require contractor personnel to attend meetings with government personnel and the public, work within government offices, and/or utilize government email.

Contractor personnel must take the following actions to identify themselves as non-federal employees:

- 1) Use an email signature block that shows name, the office being supported and company affiliation (e.g. "John Smith, Office of Human Resources, ACME Corporation Support Contractor");
- 2) Clearly identify themselves and their contractor affiliation in meetings;
- 3) Identify their contractor affiliation in Departmental e-mail and phone listings whenever contractor personnel are included in those listings; and

4) Contractor personnel may not utilize Department of State logos or indicia on business cards.

(End of clause)

## 652.232-70 PAYMENT SCHEDULE AND INVOICE SUBMISSION (FIXED-PRICE) (AUG 1999)

- (a) General. The Government shall pay the Contractor as full compensation for all work required, performed, and accepted under this contract the firm fixed-price stated in this contract.
- b) Invoice Submission. The Contractor shall submit invoices in an original and one (1) copy to the address below. To constitute a proper invoice, the invoice shall include all the items required by FAR 32.905(e).

Financial Manager Office U.S. Embassy, Abidjan AbidjanFMOinvoices@state.gov

(c)	Contractor Remittance Address.	The Government will make payment to the
Contra	ctor's address stated on the cover	page of this contract, unless a separate
remitta	ance address is shown below:	

## 652.237-71 - IDENTIFICATION/BUILDING PASS (APR 2004)

American Holidays

## 652.237-72 OBSERVANCE OF LEGAL HOLIDAYS AND ADMINISTRATIVE LEAVE (APR 2004)

Local Holidays

(a) The Department of State observes the following days as holidays:

New Year's Day	Tabaski
President's Day	Mawlud
Memorial Day	Easter Monday
Independence Day	Labour Day – CI
Columbus Day	Ascension Day
Veterans' Day	Pentacost Monday
Thanksgiving Day	Independence Day - CI
Christmas Day	Assumption Day

Any other holiday designated by Federal law, Executive Order, or Presidential Proclamation.

(b) When any such day falls on a Saturday or Sunday, the following Monday is observed. Observance of such days by Government personnel shall not be cause for additional period of performance or entitlement to compensation except as set forth in the contract. If the contractor's personnel work on a holiday, no form of holiday or other premium compensation will be reimbursed either as a direct or indirect cost, unless authorized pursuant to an overtime clause elsewhere in this contract.

## 652.242-70 CONTRACTING OFFICER'S REPRESENTATIVE (COR) (AUG 1999)

- (a) The Contracting Officer may designate in writing one or more Government employees, by name or position title, to take action for the Contracting Officer under this contract. Each designee shall be identified as a Contracting Officer's Representative (COR). Such designation(s) shall specify the scope and limitations of the authority so delegated; provided, that the designee shall not change the terms or conditions of the contract, unless the COR is a warranted Contracting Officer and this authority is delegated in the designation.
  - (b) The COR for this contract is the **Facilities Maintenance Supervisor**.

# 652.225-71 SECTION 8(A) OF THE EXPORT ADMINISTRATION ACT OF 1979, AS AMENDED (AUG 1999)

- (a) Section 8(a) of the U.S. Export Administration Act of 1979, as amended (50 U.S.C. 2407(a)), prohibits compliance by U.S. persons with any boycott fostered by a foreign country against a country which is friendly to the United States and which is not itself the object of any form of boycott pursuant to United States law or regulation. The Boycott of Israel by Arab League countries is such a boycott, and therefore, the following actions, if taken with intent to comply with, further, or support the Arab League Boycott of Israel, are prohibited activities under the Export Administration Act:
  - (1) Refusing, or requiring any U.S. person to refuse to do business with or in Israel, with any Israeli business concern, or with any national or resident of Israel, or with any other person, pursuant to an agreement of, or a request from or on behalf of a boycotting country;
  - (2) Refusing, or requiring any U.S. person to refuse to employ or otherwise discriminating against any person on the basis of race, religion, sex, or national origin of that person or of any owner, officer, director, or employee of such person;
  - (3) Furnishing information with respect to the race, religion, or national origin of any U.S. person or of any owner, officer, director, or employee of such U.S. person;
  - (4) Furnishing information about whether any person has, has had, or proposes to have any business relationship (including a relationship by way of sale, purchase, legal or

commercial representation, shipping or other transport, insurance, investment, or supply) with or in the State of Israel, with any business concern organized under the laws of the State of Israel, with any Israeli national or resident, or with any person which is known or believed to be restricted from having any business relationship with or in Israel;

- (5) Furnishing information about whether any person is a member of, has made contributions to, or is otherwise associated with or involved in the activities of any charitable or fraternal organization which supports the State of Israel; and,
- (6) Paying, honoring, confirming, or otherwise implementing a letter of credit which contains any condition or requirement against doing business with the State of Israel.
- (b) Under Section 8(a), the following types of activities are not forbidden ``compliance with the boycott," and are therefore exempted from Section 8(a)'s prohibitions listed in paragraphs (a) 1 6 above:
  - (1) Complying or agreeing to comply with requirements:
    - (i) Prohibiting the import of goods or services from Israel or goods produced or services provided by any business concern organized under the laws of Israel or by nationals or residents of Israel; or,
    - (ii) Prohibiting the shipment of goods to Israel on a carrier of Israel, or by a route other than that prescribed by the boycotting country or the recipient of the shipment;
  - (2) Complying or agreeing to comply with import and shipping document requirements with respect to the country of origin, the name of the carrier and route of shipment, the name of the supplier of the shipment or the name of the provider of other services, except that no information knowingly furnished or conveyed in response to such requirements may be stated in negative, blacklisting, or similar exclusionary terms, other than with respect to carriers or route of shipments as may be permitted by such regulations in order to comply with precautionary requirements protecting against war risks and confiscation;
  - (3) Complying or agreeing to comply in the normal course of business with the unilateral and specific selection by a boycotting country, or national or resident thereof, of carriers, insurance, suppliers of services to be performed within the boycotting country or specific goods which, in the normal course of business, are identifiable by source when imported into the boycotting country;
  - (4) Complying or agreeing to comply with the export requirements of the boycotting country relating to shipments or transshipments of exports to Israel, to any business concern of or organized under the laws of Israel, or to any national or resident of Israel;
  - (5) Compliance by an individual or agreement by an individual to comply with the immigration or passport requirements of any country with respect to such individual or

any member of such individual's family or with requests for information regarding requirements of employment of such individual within the boycotting country; and,

(6) Compliance by a U.S. person resident in a foreign country or agreement by such person to comply with the laws of that country with respect to his or her activities exclusively therein, and such regulations may contain exceptions for such resident complying with the laws or regulations of that foreign country governing imports into such country of trademarked, trade named, or similarly specifically identifiable products, or components of products for his or her own use, including the performance of contractual services within that country, as may be defined by such regulations.

## 652.228-71 Worker's Compensation Insurance (Defense Base Act) – Services (JUN 2006)

- (a) This clause supplements FAR 52.228-3. For the purposes of this clause, "covered contractor employees" includes the following individuals:
- (1) United States citizens or residents;
- (2) Individuals hired in the United States or its possessions, regardless of citizenship; and
- (3) Local nationals and third country nationals where contract performance takes place in a country where there are no local workers compensation laws.

Paragraphs (b), (c), (d), (e), and (f) are reserved per PIB 2012-17.

(g)(1) Section 16 of the State Basic Authorities Act (22 U.S.C. 2680a), as amended, provides that the Defense Base Act shall not apply with respect to such contracts as the Secretary of State determines are contracts with persons employed to perform work for the Department of State on an intermittent basis for not more than 90 days in a calendar year. "Persons" includes individuals hired by companies under contract with the Department. The Procurement Executive has the authority to issue the waivers for Contractor employees who work on an intermittent or short-term basis.

## 652.242-73 AUTHORIZATION AND PERFORMANCE (AUG 1999)

- (a) The Contractor warrants the following:
  - (1) That is has obtained authorization to operate and do business in the country or countries in which this contract will be performed;
  - (2) That is has obtained all necessary licenses and permits required to perform this contract; and,
  - (3) That it shall comply fully with all laws, decrees, labor standards, and regulations of said country or countries during the performance of this contract.

(b) If the party actually performing the work will be a subcontractor or joint venture partner, then such subcontractor or joint venture partner agrees to the requirements of paragraph (a) of this clause.

652.229-70 EXCISE TAX EXEMPTION STATEMENT FOR CONTRACTORS WITHIN THE UNITED STATES (JUL 1988)

This is to certify that the item(s) covered by this contract is/are for export solely for the use of the U.S. Foreign Service Post identified in the contract schedule.

The Contractor shall use a photocopy of this contract as evidence of intent to export. Final proof of exportation may be obtained from the agent handling the shipment. Such proof shall be accepted in lieu of payment of excise tax.

#### **SECTION 3 – SOLICITATION PROVISIONS**

FAR 52.212-1, Instructions to Offerors -- Commercial Items (JULY 2013), is incorporated by reference. (See SF-1449, block 27a).

### **ADDENDUM TO 52.212-1**

- A. Summary of instructions: Each offer must consist of the following:
  - 1. A completed solicitation, in which the SF-1449 cover page (blocks 12, 17, 19-24, and 30 as appropriate), and Section 1 has been filled out.
  - 2. Information demonstrating the offeror's ability to perform, including:
    - (a) Name of a Project Manager (or other liaison to the Embassy) who understands written and spoken English;
    - (b) Evidence that the offeror operates an established business with a permanent address and telephone listing;
    - (c) List of clients, demonstrating prior experience with relevant past performance information and references;
    - (d) Evidence that the offeror can provide the necessary personnel, equipment, and financial resources needed to perform the work;
    - (e) Evidence that the offeror has all licenses and permits required by local law (see DOSAR 652.242-73 in Section 2).

- (f) List of spare parts and suppliers of spare parts for fire pumps and fire sprinkler systems and proposals shall include a description of the firm's ability to obtain replacement parts and ability to perform services according to NFPA standards.
- (g) A sample of the work order completion form based on the Summary of Services in 4.0

## ADDENDUM TO SOLICITATION PROVISIONS FAR AND DOSAR PROVISIONS NOT PRESCRIBED IN PART 12

# 52.252-1 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE (FEB 1998)

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at:

http://acquisition.gov/far/index.html/ or http://farsite.hill.af.mil/search.htm

These addresses are subject to change. IF the FAR is not available at the locations indicated above, use of an Internet "search engine" (e.g., Yahoo, Infoseek, Alta Vista, etc.) is suggested to obtain the latest location of the most current FAR provisions.

The following Federal Acquisition Regulation solicitation provisions are incorporated by reference:

Clause	Title and Date
52.204-6	Contractor Identification Number Data Universal Numbering System (DUNS) Number (APR 2008)
52.204-7	SYSTEM FOR AWARD MANAGEMENT (JULY 2013)
52.214-34	Submission of Offers in the English Language (APR 1991)
52.225-25	PROHIBITION ON CONTRACTING WITH ENTITIES ENGAGING IN CERTAIN ACTIVITIES OR TRANSACTIONS RELATING TO IRAN—REPRESENTATION AND CERTIFICATIONS (DEC 2012)

The following DOSAR provisions are provided in full text:

652,206-70 COMPETITION ADVOCATE/OMBUDSMAN (AUG 1999) (DEVIATION)

- (a) The Department of State's Competition Advocate is responsible for assisting industry in removing restrictive requirements from Department of State solicitations and removing barriers to full and open competition and use of commercial items. If such a solicitation is considered competitively restrictive or does not appear properly conducive to competition and commercial practices, potential offerors are encouraged to first contact the contracting office for the respective solicitation. If concerns remain unresolved, contact the Department of State Competition Advocate on (703) 516-1693, by fax at (703) 875-6155, or write to: U.S. Department of State, Competition Advocate, Office of the Procurement Executive (A/OPE), Suite 900, SA-27, Washington, DC 20522-2712.
- (b) The Department of State's Acquisition Ombudsman has been appointed to hear concerns from potential offerors and contractors during the pre-award and post-award phases of this acquisition. The role of the ombudsman is not to diminish the authority of the contracting officer, the Technical Evaluation Panel or Source Evaluation Board, or the selection official. The purpose of the ombudsman is to facilitate the communication of concerns, issues, disagreements, and recommendations of interested parties to the appropriate Government personnel, and work to resolve them. When requested and appropriate, the ombudsman will maintain strict confidentiality as to the source of the concern. The ombudsman does not participate in the evaluation of proposals, the source selection process, or the adjudication of formal contract disputes. Interested parties are invited to contact the contracting activity ombudsman, the Management Officer, at +225 224 94215. For an American Embassy or overseas post, refer to the numbers below for the Department Acquisition Ombudsman. Concerns, issues, disagreements, and recommendations which cannot be resolved at a contracting activity level may be referred to the Department of State Acquisition Ombudsman at (703) 516-1693, by fax at (703) 875-6155, or write to: Department of State, Acquisition Ombudsman, Office of the Procurement Executive (A/OPE), Suite 900, SA-27, Washington, DC 20522-2712.

#### **SECTION 4 - EVALUATION FACTORS**

Award will be made to the lowest priced, acceptable, responsible offeror. The offeror shall submit a completed solicitation, including Sections 1 and 5.

The Government will perform an initial review of proposals/proposals received to determine compliance with the terms of the solicitation. The Government may reject as unacceptable proposals/proposals which do not conform to the solicitation.

Technical Acceptability. Technical acceptability will include a review of past performance and experience as defined in Section 3, along with the information demonstrating the offeror's ability to perform provided by the offeror with its proposal.

The Government reserves the right to reject proposals that are unreasonably low or high in price.

The lowest price will be determined by adding the offered prices for Base Year, Option Year 1 to Option Year 4 together in "2.0, Pricing," and arriving at a grand total.

The Government will determine offeror acceptability by assessing the offeror's compliance with the terms of the RFP

The Government will determine offeror responsibility by analyzing whether the apparent successful offeror complies with the requirements of FAR 9.1, including:

- adequate financial resources or the ability to obtain them;
- ability to comply with the required performance period, taking into consideration all existing commercial and governmental business commitments;
- satisfactory record of integrity and business ethics;
- necessary organization, experience, and skills or the ability to obtain them;
- necessary equipment and facilities or the ability to obtain them; and
- otherwise qualified and eligible to receive an award under applicable laws and regulations.

## ADDENDUM TO EVALUATION FACTORS FAR AND DOSAR PROVISION(S) NOT PRESCRIBED IN PART 12

The following FAR provisions are provided in full text:

## 52.217-5 EVALUATION OF OPTIONS (JUL 1990)

The Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. Evaluation of options will not obligate the Government to exercise the option(s).

#### 52.237-1 SITE VISIT (APR 1984)

The site visit will be held on **Tuesday July 29 at the NEC and GSO starting from 14:00PM.** Prospective offerors/quoters should contact **Paul Gyakye-Smith by telephone on + (225) 224.94.215 or by email at <a href="mailto:gyakyesp@state.gov">gyakyesp@state.gov</a> for additional information or to arrange entry to the building.** 

#### **SECTION 5 - REPRESENTATIONS AND CERTIFICATIONS**

0 52.212-3 Offeror Representations and Certifications—Commercial Items (NOV 2013).

An offeror shall complete only paragraph (b) of this provision if the offeror has completed the annual representations and certifications electronically via <a href="https://www.acquisition.gov">https://www.acquisition.gov</a>. If an offeror has not completed the annual representations and certifications electronically at the ORCA website, the offeror shall complete only paragraphs (c) through (o) of this provision.

(a) Definitions. As used in this provision—

"Economically disadvantaged women-owned small business (EDWOSB) concern" means a small business concern that is at least 51 percent directly and unconditionally owned by, and the management and daily business operations of which are controlled by, one or more women who are citizens of the United States and who are economically disadvantaged in accordance with 13 CFR part 127. It automatically qualifies as a women-owned small business eligible under the WOSB Program.

"Forced or indentured child labor" means all work or service—

- (1) Exacted from any person under the age of 18 under the menace of any penalty for its nonperformance and for which the worker does not offer himself voluntarily; or
- (2) Performed by any person under the age of 18 pursuant to a contract the enforcement of which can be accomplished by process or penalties.

"Inverted domestic corporation", as used in this section, means a foreign incorporated entity which is treated as an inverted domestic corporation under <u>6 U.S.C. 395(b)</u>, *i.e.*, a corporation that used to be incorporated in the United States, or used to be a partnership in the United States, but now is incorporated in a foreign country, or is a subsidiary whose parent corporation is incorporated in a foreign country, that meets the criteria specified in <u>6 U.S.C. 395(b)</u>, applied in accordance with the rules and definitions of <u>6 U.S.C. 395(c)</u>. An inverted domestic corporation as herein defined does not meet the definition of an inverted domestic corporation as defined by the Internal Revenue Code at <u>26 U.S.C. 7874</u>.

"Manufactured end product" means any end product in Federal Supply Classes (FSC) 1000-9999, except—

- (1) FSC 5510, Lumber and Related Basic Wood Materials;
- (2) Federal Supply Group (FSG) 87, Agricultural Supplies;
- (3) FSG 88, Live Animals;
- (4) FSG 89, Food and Related Consumables;
- (5) FSC 9410, Crude Grades of Plant Materials;
- (6) FSC 9430, Miscellaneous Crude Animal Products, Inedible;
- (7) FSC 9440, Miscellaneous Crude Agricultural and Forestry Products;
- (8) FSC 9610, Ores;
- (9) FSC 9620, Minerals, Natural and Synthetic; and
- (10) FSC 9630, Additive Metal Materials.

"Place of manufacture" means the place where an end product is assembled out of components, or otherwise made or processed from raw materials into the finished product that is to be provided to the Government. If a product is disassembled and reassembled, the place of reassembly is not the place of manufacture.

"Restricted business operations" means business operations in Sudan that include power production activities, mineral extraction activities, oil-related activities, or the production of military equipment, as those terms are defined in the Sudan Accountability and Divestment Act of 2007 (Pub. L. 110-174). Restricted business operations do not include business operations that the person (as that term is defined in Section 2 of the Sudan Accountability and Divestment Act of 2007) conducting the business can demonstrate—

- (1) Are conducted under contract directly and exclusively with the regional government of southern Sudan;
- (2) Are conducted pursuant to specific authorization from the Office of Foreign Assets Control in the Department of the Treasury, or are expressly exempted under Federal law from the requirement to be conducted under such authorization;
  - (3) Consist of providing goods or services to marginalized populations of Sudan;
- (4) Consist of providing goods or services to an internationally recognized peacekeeping force or humanitarian organization.
- (5) Consist of providing goods or services that are used only to promote health or education; or
  - (6) Have been voluntarily suspended.
  - "Sensitive technology"—
- (1) Means hardware, software, telecommunications equipment, or any other technology that is to be used specifically—
  - (i) To restrict the free flow of unbiased information in Iran; or
  - (ii) To disrupt, monitor, or otherwise restrict speech of the people of Iran; and
- (2) Does not include information or informational materials the export of which the President does not have the authority to regulate or prohibit pursuant to section 203(b)(3) of the International Emergency Economic Powers Act (50 U.S.C. 1702(b)(3)).

"Service-disabled veteran-owned small business concern"—

- (1) Means a small business concern—
- (i) Not less than 51 percent of which is owned by one or more service-disabled veterans or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more service-disabled veterans; and
- (ii) The management and daily business operations of which are controlled by one or more service-disabled veterans or, in the case of a service-disabled veteran with permanent and severe disability, the spouse or permanent caregiver of such veteran.
- (2) Service-disabled veteran means a veteran, as defined in <u>38 U.S.C. 101(2)</u>, with a disability that is service-connected, as defined in <u>38 U.S.C. 101(16)</u>.

"Small business concern" means a concern, including its affiliates that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria in 13 CFR Part 121 and size standards in this solicitation.

"Subsidiary" means an entity in which more than 50 percent of the entity is owned—

- (1) Directly by a parent corporation; or
- (2) Through another subsidiary of a parent corporation.

"Veteran-owned small business concern" means a small business concern—

- (1) Not less than 51 percent of which is owned by one or more veterans (as defined at 38 U.S.C. 101(2)) or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more veterans; and
- (2) The management and daily business operations of which are controlled by one or more veterans.

"Women-owned business concern" means a concern which is at least 51 percent owned by one or more women; or in the case of any publicly owned business, at least 51 percent of its stock is owned by one or more women; and whose management and daily business operations are controlled by one or more women.

"Women-owned small business concern" means a small business concern—

- (1) That is at least 51 percent owned by one or more women; or, in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women; and
  - (2) Whose management and daily business operations are controlled by Women.

"Women-owned small business (WOSB) concern eligible under the WOSB Program" (in accordance with 13 CFR part 127), means a small business concern that is at least 51 percent directly and unconditionally owned by, and the management and daily business operations of which are controlled by, one or more women who are citizens of the United States.

(b)

- (1) Annual Representations and Certifications. Any changes provided by the offeror in paragraph (b)(2) of this provision do not automatically change the representations and certifications posted on the Online Representations and Certifications Application (ORCA) website.
- (2) The offeror has completed the annual representations and certifications electronically via the ORCA website accessed through <a href="https://www.acquisition.gov">https://www.acquisition.gov</a>. After reviewing the ORCA database information, the offeror verifies by submission of this offer that the representations and certifications currently posted electronically at FAR 52.212-3, Offeror Representations and Certifications—Commercial Items, have been entered or updated in the last 12 months, are current, accurate, complete, and applicable to this solicitation (including the business size standard applicable to the NAICS code referenced for this solicitation), as of the date of this offer and are incorporated in this offer by reference (see FAR 4.1201).

## ADDENDUM TO OFFEROR REPRESENTATIONS AND CERTIFICATIONS FAR AND DOSAR PROVISION(S) NOT PRESCRIBED IN PART 12

## 652.225-70 ARAB LEAGUE BOYCOTT OF ISRAEL (AUG 1999)

(a) Definitions. As used in this provision:

Foreign person means any person other than a United States person as defined below.

United States person means any United States resident or national (other than an individual resident outside the United States and employed by other than a United States person), any domestic concern (including any permanent domestic establishment of any foreign concern), and any foreign subsidiary or affiliate (including any permanent foreign establishment) of any domestic concern which is controlled in fact by such domestic concern, as provided under the Export Administration Act of 1979, as amended.

- (b) Certification. By submitting this offer, the offeror certifies that it is not:
  - (1) Taking or knowingly agreeing to take any action, with respect to the boycott of Israel by Arab League countries, which Section 8(a) of the Export Administration Act of 1979, as amended (50 U.S.C. 2407(a)) prohibits a United States person from taking; or,
  - (2) Discriminating in the award of subcontracts on the basis of religion.

[Proposal Note: If the bidder/offeror has indicated "yes" in blocks (a) (1), (2), or (3) of the following provision, the bidder/offeror shall include Defense Base Act insurance costs covering those employees in their proposed prices. The bidder/offeror may obtain DBA insurance directly from any Department of Labor approved providers at the DOL website at <a href="http://www.dol.gov/owcp/dlhwc/lscarrier.htm">http://www.dol.gov/owcp/dlhwc/lscarrier.htm</a>.]

## 652.228-70 DEFENSE BASE ACT – COVERED CONTRACTOR EMPLOYEES (JUN 2006)

(a) Bidders/offerors shall indicate below whether or not any of the following categories of employees will be employed on the resultant contract, and, if so, the number of such employees:

Category	Yes/No	Number
(1) United States citizens or residents		
(2) Individuals hired in the United States,		
regardless of citizenship		
(3) Local nationals or third country nationals		Local nationals:
where contract performance takes place in a		
country where there are no local workers'		Third Country Nationals:
compensation laws		
(4) Local nationals or third country nationals		Local nationals:
where contract performance takes place in a		
country where there are local workers'		Third Country Nationals:
compensation laws		

- (b) The contracting officer has determined that for performance in the country of Cote d'Ivoire.
- ✓ Workers' compensation laws exist that will cover local nationals and third country nationals.
- □ Workers' compensation laws do not exist that will cover local nationals and third country nationals.
- (c) If the bidder/offeror has indicated "yes" in block (a) (4) of this provision, the bidder/offeror shall not purchase Defense Base Act insurance for those employees. However, the bidder/offeror shall assume liability toward the employees and their beneficiaries for warhazard injury, death, capture, or detention, in accordance with the clause at FAR 52.228-4.
- (d) RESERVED.

(End of provision)